

# Retirement Considerations



## When Should I Retire?

**When you meet any one of the following criteria:**

- 20 Years of Service (no age restriction)
- Age 62 + 10 or more Years of Service
- Age + Years of Credited Service = 80 Points
- You may retire any day of the month you wish



# Retirement Considerations



## When Is My Retirement Effective?

- 1<sup>st</sup> day of the month following the month of retirement

### Example

- Retirement date = April 1
  - Effective Date = May 1
- Retirement Date = April 15
  - Effective Date = May 1
- Retirement Date = April 30
  - Effective Date = May 1



# Application Process



The first step in the retirement application process is to contact the CORP Local Board Office and complete a Request to Retire (Input Form A). (602) 452-3650 or [corp@courts.az.gov](mailto:corp@courts.az.gov)

## Input Form A - (Normal & Reverse DROP Retirement)

- Input Form A – (Preliminary step in retirement process)
- Input Form is not an Application



# Application Process



- CORP Office must receive the Input Form A at least 60 days prior to your retirement date or your pension check will be delayed one month
- Retirement date may be changed at anytime during the application process. Contact the CORP Local Board Office at (602) 452-3650 or [corp@courts.az.gov](mailto:corp@courts.az.gov)



# Application Process



## Application for Normal and Reverse DROP Retirement

- Formal application mailed at the beginning of the last month you are working (if Input Form received 60 days before retirement)
- Notary not required
- Witness cannot be spouse (signee must be over 18)
- Reverse DROP applications must contain a completed Memorandum of Understanding and Agreement



# Application Process



## **Application for Normal and Reverse DROP Retirement**

The following sections must be completed by the Employer:

- Leaves without Pay
- Industrial Leave
- Ending Payroll Verification Form



# Application Process

## Ending Payroll Verification

- Retirees must submit this form to the county payroll department.
- County Payroll department will be responsible for completion of this form and returning it to the CORP Local Board office.



### CORP Local Board for the Superior Court Corrections Officer Retirement Plan

#### ENDING PAYROLL VERIFICATION *Employer Use Only*

PLEASE PRINT

COMPLETE AND SEND TO:  
CORP Local Board Office  
1501 W. Washington St. Ste. 221  
Phoenix, AZ 85007

Phoenix (602) 452-3650  
Fax (602) 452-3652  
[corp@courts.az.gov](mailto:corp@courts.az.gov)

Disclosure of a member's Social Security number is mandated by the Section 6109 of the Internal Revenue Code. CORP will use Social Security numbers only to obtain information about an individual's CORP account to inform the Internal Revenue Service of distributions and withholdings with respect to the individuals account.

#### SECTION 1 – Member Information

Social Security Number	Member Name (Last)	(First)	(Middle Initial)
Retirement Date			

#### SECTION 2 – Employer Provided Member Payroll Information

CORP has received an application for retirement benefits for the above listed member. Please complete Section 2 and 3 of this form verifying all applicable information and return directly to CORP.

Date of Members Resignation / Last Day Worked (MM/DD/YY)	Last Day of Members CORP Membership (MM/DD/YY)
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List member's regular wages for last pay period worked. Do not include termination pay in this section.



Pay Period Ending Date	Gross Salary for Pay Period	Type of Termination	Retirement Contributions

#### SECTION 3 – Employer Information and Signature of Authorized Payroll or Human Resources Manager

Employer Name	Phone Number
Name of Authorized Payroll or Human Resources Manager (please print)	Title
Signature of Authorized Payroll or HR Manager	Date

# Application Process



## Required Documents

- Birth Certificate
  - For employee, spouse, minor children, dependent student (under age 23), or disabled children
- Marriage Certificate

## Alternatives To Birth Certificates

- Passport
- Possibly Baptismal Records





# Application Process



## Direct Deposit

For Direct Deposit of the pension check:

- Must submit a voided check with the application
- It is not necessary to submit a voided check for deposits to a savings account
- Pension checks are deposited on last working day of the month

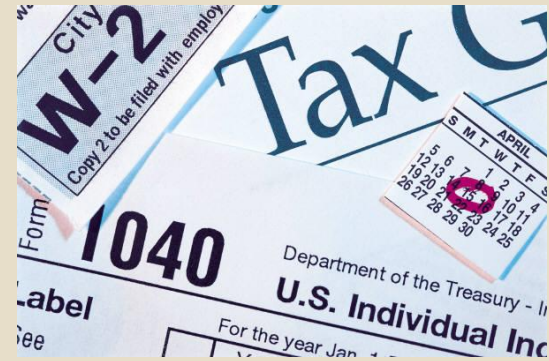


# Application Process



## Tax Forms

- A4-P
  - If no exemptions are selected
    - 20% automatically withheld
  - May select Exempt Status
    - Requires annual selection
  - Discuss tax options with tax advisor

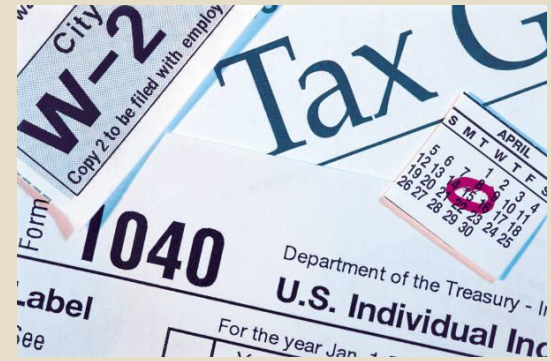


# Application Process



## Tax Forms

- A4-P
  - If you live out of state/country no state taxes are withheld
  - May choose Exempt Status
    - Requires annual selection
  - Discuss tax options with tax Advisor



# Calculations



The retirement benefit is calculated by using:

- The highest **Average Monthly Salary** earned during a period of three consecutive years of service within the last 10 years. Average monthly salary is derived by adding three consecutive years of salary and dividing the total by 36.
- **Base Pay (A.R.S 38-881)**
  - Holiday pay (not including lump sum payoffs)
  - Regular Stipends (uniform & high risk)



# Calculations



## Benefits Calculations Formula



Years of Service times(x) Multiplier (2.5%)

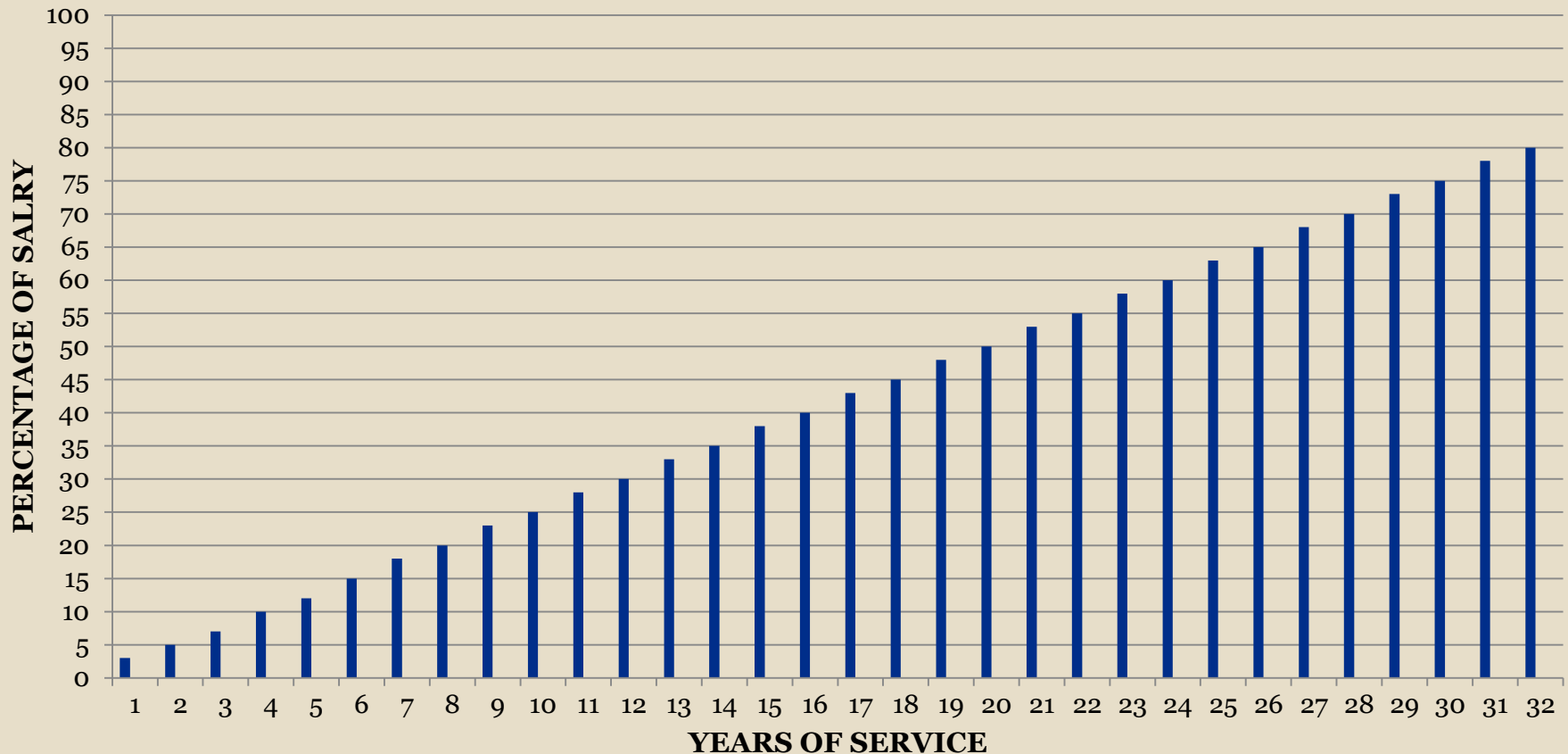
- 20 Years = 50% of average monthly salary
  - 20 - 24 Years – Add 2% for each additional year of service
  - 25 - 32 Years – Add 2.5% for each additional year of service  
(up to 80% of average monthly salary)
- Age 62 + 10 Years of Service = Add 2.5%

**\* Multipliers are set by Arizona State Legislature.**

# Calculations (Years of Service Matrix)



Using the following chart, a member may determine the percentage of salary, based on the years of credited service, at the time of retirement.



# Calculations



## Some things that can affect the calculation

**\$ = TIME**

- Termination of employment and re-employment
  - Reinstatement (time starts calculating from date of reinstatement)
- Refunds (will result in a loss of years of service)
  - Refunded service can be purchased when reinstating
- Leave of Absence (LWOP) or Long Term Disability without pay will be deducted from years of credited service
  - Any time out in a non-pay status (LWOP)
  - Industrial Leave – if in non-pay status

# Calculating Retirement Estimates



- To access the CORP Retirement Estimator please visit:

[www.psprs.com](http://www.psprs.com)

- Scroll down and under PSPRS Website Services, and under “Members Only Website” select “Click here to enter” to create or enter your account
- Your account will display your credited service and perform benefit calculations using the retirement date you enter





# Benefits



## Health/Dental Insurance

- Retirement System Plan
  - ASRS Group Insurance Health Program
  - For benefit and enrollment information please visit [www.azcourts.gov/corp/](http://www.azcourts.gov/corp/) and select Retiree Health Insurance under “Quick Links”



# Benefits



## Healthcare Subsidy

CORP retirees, survivors and eligible dependents are eligible to elect group health insurance and dental insurance coverage. CORP will pay a premium subsidy up to the following amount pursuant to A.R.S. §§ 38-906 and 38-782

Single		Family		
Not Medicare Eligible	Medicare Eligible	All Not Medical Eligible	All Medicare Eligible	One with Medicare
\$150.00	\$100.00	\$260.00	\$170.00	\$215.00

# Benefits



## Life Insurance

- A member may be able to convert their current group policy to an individual policy
- For information please check with your County Human Resources Department

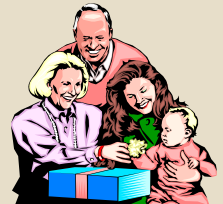


# Benefits



## Survivor Benefits

- Survivor of a deceased retired member is eligible for a benefit equal to 80% of the retired member's pension for life (requires two consecutive years of marriage)
- A survivor of a deceased active employee may receive a benefit equal to 40% of the member's average monthly salary for life
- Death in the Line of Duty – 100% of deceased members monthly pension benefit



# Benefits



## Survivor Benefits

### Lump Sum Death Benefit:

- May be payable to a beneficiary (if there is no surviving spouse or dependent children eligible for a monthly pension)
- Paid only to a “designated beneficiary”
- Beneficiary is eligible for a pension amount equal to two times the member’s total contributions
- Lump Sum Death Benefit will only be paid to a designated beneficiary – if there is no designated beneficiary at the time of death, the Local Board will determine the nearest of kin

# Benefits



## Disability Retirement:

CORP has three types of disability retirements:

- Accidental (work related)
- Total and Permanent (work related)
- Ordinary (non-work related)



To view details, see “CORP Members Handbook” at [www.azcourts.gov/corp](http://www.azcourts.gov/corp)

For information or to make application contact the CORP  
Local Board at 602 452-3650 or [corp@courts.az.gov](mailto:corp@courts.az.gov)

# Other Benefits



## Service Purchase calculation Estimate for:

- Prior CORP Service
- Military Service

For assistance with Service  
Purchase calculations, contact  
Member Services

Phone (602) 255-5575 or

[www.psprs.com](http://www.psprs.com)

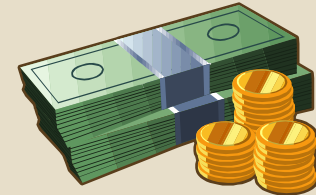
ARIZONA CORRECTIONS OFFICER RETIREMENT PLAN				
Service Purchase Estimate (THIS IS AN ESTIMATE ONLY)				
Estimates should not be relied upon until verification is obtained from PSPRS.				
Type of Service:	<input type="text"/>	Non-Military Time, M=Military Time		
Date of Calculation	<input type="text"/>	Month	<input type="text"/>	Day <input type="text"/> Year (4 digits) <input type="text"/>
Date of Birth	<input type="text"/>	Month	<input type="text"/>	Day <input type="text"/> Year (4 digits) <input type="text"/>
Service to be Purchased	Days: <input type="text"/>		Months: <input type="text"/>	
Service to be Purchased (In Years)	0.0000			
Present Service Under Current Employer	<input type="text"/> 0.00			
Your Annual Salary	<input type="text"/> \$ -		Fill All Yellow Fields	
Estimated Total Cost to purchase		0.000	years of service	Incomplete
A member may now purchase <u>up to four years</u> of prior active military time even if the member will be receiving a military pension. The member must pay the actuarial present value of the increase of credited service resulting from this purchase.				
If you are interested in purchasing this time, contact our office for a formal calculation. We will not accept estimates from the website.				

# Other Benefits



## Cost of Living Increase Eligibility (ARS §38-905)

- Effective July 1 of each year
  - Over 55: must be retired one full year
  - Under 55: must be retired 2 years
- 
- Effective July 1, 2013 and each July thereafter pursuant to A.R.S §38-905.A.





# Other Benefits



## Safe Harbor

- Federal Government program for retirees
  - Gives retirees who have contributed taxable monies to the plan an additional tax break
- Safe Harbor Letter will be provided with first pension check
- Retain for your tax records/tax advisor



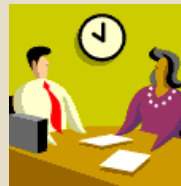
# Return to Work



## Re-Employment After Retirement

A retired member may become employed by an employer in a designated position and continue to receive a pension if the employment occurs at least twelve months after retirement. The retired member shall not contribute to the fund and shall not accrue credited service. If a retired member becomes employed by an employer in a designated position before twelve months after retirement:

1. Payment of the retired member's pension shall be suspended until the retired member again ceases to be an employee. The amount of pension shall not be changed on account of service as an employee subsequent to retirement.
2. The retired member shall not contribute to the fund and shall not accrue credited service.

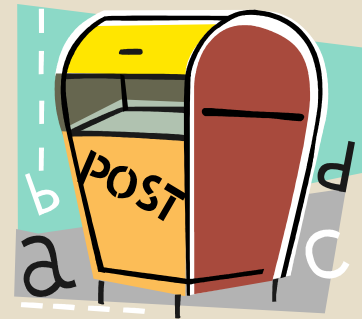


# Contact Us



- **Contacting the CORP Office**

- Corrections Officer Retirement Plan Local Board  
1501 W. Washington St. Suite 221  
Phoenix, AZ 85007
- Telephone (602) 452-3650
- [www.azcourts.gov/corp/](http://www.azcourts.gov/corp/)
- [CORP@courts.az.gov](mailto:CORP@courts.az.gov)



# Additional Contact Information



- **Member Services**

- [www.psprs.com](http://www.psprs.com)
- (602) 255-5575

- **Arizona State Retirement System (ASRS)**

- [www.asrs.state.az.us](http://www.asrs.state.az.us)
- (602) 240-2000 (Phoenix)
- (520) 239-3100 (Tucson)
- 1-800-239-3100 (Outside Phoenix/Tucson)
- [contactus@asrs.state.az.us](mailto:contactus@asrs.state.az.us)

- **Deferred Compensation**

- [www.arizonadc.com](http://www.arizonadc.com)
- (602) 266-2733 (Phoenix)
- (520) 770-1076 (Tucson)

- **Social Security Administration**

- [www.ssa.gov](http://www.ssa.gov)
- 1-800-772-1213

